

## Economic Development Advisory Committee (EDAC) Meeting Minutes

March 23, 2015

City Hall

### In Attendance:

Peter Borgel, Rick Rogers, Rick Miller, Karl Morris, Jason Stanczyk, April Reardon, Rocky Mackintosh, Maribeth Visco, Joe Parsley, Bert Anderson, Michael Henningsen, Heather Gramm, Helen Prophet, Laurie Holden, Michael O'Conner, Josh Bokee, Kelly Russell, Nikki Bamonti, Joe Adkins, Gloria Parsley, Ed Waters, Libby Bermaster, John Fieseler, Susan Harding, Michelle Kershner, Bobby Baumler, Richard Griffin, Jim Schmersahl

### Minutes:

April Reardon called the meeting to order at 8:38 AM and welcomed all in attendance.

1. Introductions of all in attendance
2. Approval of 1/26/15 meeting minutes
3. Subcommittee Updates
  - a. **LMC** (Karl Morris) – the group has met several times; presented slide with 4 priorities
    - i. Time & Costs related to APFO/Traffic Tests
    - ii. Impact Fees Same for Greenfield and Infill/Adaptive Reuse
    - iii. Density Issue Downtown
    - iv. Application Review & Approval Process
  - b. **Business Personal Property Tax** (Bobby Baumler) Overview and slide with 2 priorities
    - i. Increase exemption percentage over 10 yrs until BPP is entirely phased out
    - ii. Manufacturing Tax Credit – March 11<sup>th</sup> workshop introduced a proposal for exempting 100% of BPP for new or expanding manufacturer's. Will be presented at April 16<sup>th</sup> Mayor & Board.

-Jason Stanczyk asked for definition of "new investment"

-Helen Prophet explained that County has no BPP tax and when talking to businesses moving into the County, they have to explain that while County has no tax, City DOES

-Alderman Bokee reminded group that they had 3 Aldermen present – good time to give comment on this topic of the tax

- c. **Small Business Toolkit** (April Reardon) – Identified 5 'tool's' or buckets the group wants to focus on:
  - i. Grow Program
  - ii. Commercial Rehabilitation & Tenanting
  - iii. Benefits of locating in the City
  - iv. Education Series
  - v. Economic Development Team

- Libby Burmaster from FCC expressed interest in having FCC involved in the Educational Series. Training also available through FCC
- Jason Stanczyk highlighted the desire for Virtual Training
- Rocky Mackintosh questioned the definition of “Small Business” and the number of 15 employees or less was offered.
- April Reardon explained this number would apply just to the “Grow Program” not the other tools in the Toolkit.

#### Additional Comments

- Peter Borgel – is there an ‘exit’ process in place when business leaves the City?
- Helen Propheter – Companies don’t offer up that info; no process in place currently
- A survey or list could be created to present to companies leaving
- Rick Rogers – Add SCORE mentoring to the Toolkit buckets; invite someone from SCORE to sit in next meeting
- Alderman Russell – Can there be a process/step required that when a new business applies for permits or turns in site plans, etc, that business should be required to connect with DED.
- Maribeth Visco suggested a more prominent “Contact Us” option on DED website for businesses moving in

#### 4. Next Steps (Bobby Baumlner)

- a. Business Personal Property Tax to be presented at April 16<sup>th</sup> Mayor & Board
- b. LMC Committee will create a whitepaper with recommendations
- c. Small Business Toolkit – Finalize program
- d. Schedule Workshop this Spring to update M&B

#### 5. Richard Griffin gave an overview of current and upcoming City projects

- a. Hotel & Conference Center
- b. Weinberg HVAC
- c. FDK Airport increased Safety & Capacity
- d. Monocacy Blvd/US 15 Interchange
- e. Culler Lake Cleaning and Restoration
- f. Wastewater Treatment Plant Upgrades
- g. CCP Phase II

-Next EDAC meeting is scheduled for May 18<sup>th</sup>, 8:30am in City Hall

#### 6. The meeting was adjourned at 9:35 AM.